

**Portsmouth Regional Local Human Rights Committee**  
**Draft Minutes, July 19, 2013**

Attendance

**OHR**

Timothy Jones

**Committee**

Ashley Peters

Nelson Slater

Glendolyn Whitfield

Absent; M. Cottingham, Amanda Smith

**Providers/Affiliates**

CJAB & CJAB    Jensen Baker

Intercept Youth Services Group Home       Eric Walton

Intercept Youth Services Comm. Based Services    Amanda Ward

Child of God Group Homes    Kendric and Christine McKnight,

Phoenix Aspiration System of Care    Henry J. Council

AA&G Group Homes    Fatima Humphrey

AA&G Day Support    Fatima Humphrey

Blue Ridge Residential Services    Catherine St. Ours

Virginia Beach Methadone Clinic    Tonya Bush

Shepherds Lodge    Michelle James

Shepherds Lodge Supportive In Home       Michelle James

Moody's Residential    No longer affiliated

House of Virtue    Gary E. Alexander Jr.

Community Counseling Services    Shelly Wright

We Care Community Services    Jemmalyn Hewlett

The Learning Resource Center    Nancy Harris-Kron

Carlisle Living       Judith Boatwright, Katrina Johnson, Rolelian Boone, Jerry Gilbert

Alternative Care    Juliet Sawi, Valerie Brown, Tonya Teel

PPCS Enterprises LLC    Doretha Selby-Diggs

Chairman Opened Meeting       Time: 09:00 am

**Chairman's Opening remarks**    Providers/Affiliates introduced themselves to committee/new affiliates.

Ms. Peters informed the providers and committee that she is relocating and will no longer be available to serve on the committee after July 2013. Providers reminded that a vacancy for a professional will soon need to be filled. Mrs. Cottingham is resigning to serve on the SHRC. Affiliates will need to recruit a healthcare provider as well.

**Public Comment**

No representative from public present. No comments made.

**Review/correction/approval of previous meetings' minutes**

Committee motioned and approved minutes of April 19, 2013 with no corrections.

**Remarks from the Office of Human Rights**    Mr. Jones reminded providers they should be using the CHRIS system for reporting abuse/neglect allegations. He opened the floor to discussing any issues or problems providers had with the system. He informed providers that the CHRIS system is not compatible with some of the newer software programs, which he named. He elaborated on some of the errors that providers are making and how to correct or avoid them. The 24 hour reporting requirement remains in effect.

Two vacancies on the committee need filling. Mr. Jones also explained the required appointment of an (authorized representative) AR for individuals, and that a capacity evaluation should be in the individuals chart. Providers need to have approved policies and procedures in place for use of protective equipment and restraints.

**Treasurer's report** (for provider information only) **to be emailed by Blue Ridge.**

**Affiliate Status Reports**      **Second Quarter Reports 2013**

CJAB & CJAB    Number of individuals served 18    nbr of abuse/neglect allegations 0  
pending 0    closed 0    Occurred 0  
total complaint cases 0    pending 0    resolved 0  
No changes to services or policies and procedures.

Intercept Youth Services Group Home    Number of individuals served 5    nbr of abuse/neglect allegations 1  
pending 0    closed 1    Occurred 0    total complaint cases 0    pending 0    resolved 0  
Provider to stay for closed session. No changes to services or policies and procedures.

Intercept Youth Services Community Based Services    Number of individuals served 36    nbr of abuse/neglect allegations 0  
pending 0    closed 0    Occurred 0  
total complaint cases 0    pending 0    resolved 0  
No changes to services or policies and procedures

Child of God Group Homes    Number of individuals served 5    nbr of abuse/neglect allegations 0  
pending 0    closed 0    Occurred 0  
total complaint cases 0    pending 0    resolved 0  
No changes to services or policies and procedures.

Phoenix Aspiration System of Care    Number of individuals served 3    nbr of abuse/neglect allegations 1  
pending 0    closed 1    Occurred 0    total complaint cases 0    pending 0    resolved 0  
Provider to stay for closed session. No changes to services or policies and procedures.

AA&G Group Homes    Number of individuals served 19    nbr of abuse/neglect allegations 0  
pending 0    closed 0    Occurred 0  
total complaint cases 0    pending 0    resolved 0  
No changes to services or policies and procedures.

AA&G Day Support    Number of individuals served 22    nbr of abuse/neglect allegations 0  
pending 0    closed 0    Occurred 0    total complaint cases 0    pending 0    resolved 0  
No changes to services or policies and procedures.

Blue Ridge Residential In Home Support    Number of individuals served 75    nbr of abuse/neglect allegations 1  
pending 0    closed 1    Occurred 0    total complaint cases 0    pending 0    resolved 0  
No changes to services or policies and procedures. Provider to stay for closed session.

Blue Ridge Residential Services    Number of individuals served 2    nbr of abuse/neglect allegations 0  
pending 0    closed 2    Occurred 0    total complaint cases 0    pending 0    resolved 0  
No changes to services or policies and procedures. Requested affiliation for 1416 Needham Court, Virginia Beach, Va., and 1012 Park Circle, Suffolk, Va. Requested discontinuance of affiliation for 18422 High Gate Mews, Carrollton, Va. All requests motioned and approved by committee. Provider to stay for closed session.

Virginia Beach Methadone Clinic    Number of individuals served 300    nbr of abuse/neglect allegations 0  
pending 0    closed 0    Occurred 0    total complaint cases 0    pending 0    resolved 0  
No changes to services or policies and procedures.

Shepherds Lodge Group Home      Number of individuals served 2      nbr of abuse/neglect allegations 0  
pending 0      closed 0      Occurred 0      total complaint cases 0      pending 0      resolved 0  
No changes to services or policies and procedures.

Shepherds Lodge Supportive in Home      Number of individuals served 0      nbr of abuse/neglect  
allegations 0  
pending 0      closed 0      Occurred 0      total complaint cases 0      pending 0      resolved 0  
No changes to services or policies and procedures.

### **Old Business**

**House of Virtue-** committee motioned and approved policy and procedures for behavior management  
Quarterly Status report-House of Virtue to present quarterly report at next LHRC meeting.

### **New Business**

**Carlisle Living-** J. Boatwright introduced staff and described mission and services of program. Requesting  
affiliation. Committee motioned and approved affiliation with the PRLHRC. Committee motioned and  
approved program rules and behavior management policies and procedures.

**Learning Center-** Representative described mission and services provided by program. OHR recommends  
creation of behavior management policy. Requesting affiliation. Affiliation motioned and approved by  
committee. Policies were not approved and are to resubmit with the corrections at the next LHRC meeting.

**Alternative Care LLC-** Representative described mission and services provided by program. Requesting  
affiliation. Committee motioned and approved affiliation with the PRLHRC. Committee motioned and  
approved program rules and behavior management policies.

**PPCS-** Representative described mission and services provided. Requesting affiliation. Committee  
motioned and approved affiliation with the PRLHRC. Mr. Jones recommended changes to behavior  
management policy and procedures. Policies were not approved and are to be resubmitted with  
corrections at the next LHRC meeting.

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**Community Counseling Services** Quarterly Status report- to present quarterly report at next LHRC meeting

**We Care-** Quarterly status report- to present quarterly report at next LHRC meeting

Mr. Jones reminded all providers that any one affiliated is required to submit a quarterly report at each  
quarterly meeting.

10:16 am Committee approved a motion to go into executive session pursuant to Virginia code 2.2-3711A  
for the protection of the privacy of individuals and their records in personal matters not related to public  
business, namely to review allegations of abuse/neglect, medical devices and/or individual behavior plans  
with Intercept Youth Services Group Home, Phoenix Aspiration, Blue Ridge Residential and Blue Ridge In  
Home Support.

11:30 am Committee approved a motion to come out of closed session pursuant to Virginia code 2.2-  
3711A. Each member so certified that for the protection of the privacy of individuals and their records in  
personal matters not related to public business, only allegations of abuse/neglect with Intercept Youth  
Services Group Home, Phoenix Aspiration, Blue Ridge Residential and Blue Ridge In Home Support were  
heard, considered or discussed.

Committee had no further recommendations for Intercept Youth Services Group Home, Phoenix Aspiration,  
and Blue Ridge Residential and Blue Ridge In Home Support.

**Next Meeting Date and Place** October 18, 2013 @ AA&G Day Support

**Refreshments to be provided by** Shepherds Lodge

Meeting Adjournment Time 11:35

Respectfully submitted,

Deborah Bell Secretary/liaison